

**Agency Activity Inventory**  
**by Agency**  
**Appropriation Period: FY 2004-05**

**Agency:** E16 - State Treasurer

**Functional Group:** Executive &  
Administrative

**130 Accounting and Banking**

Accounting and Banking provides statewide services to all agencies and institutions by receipt and distribution of funds from all sources, reconciliation of account balances and bank account balances, financial reporting, management of deferred compensation funds and court revenue and by providing input on budgetary and legislative matters related to statewide banking and accounting issues.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$1,103,255	\$866,675	\$0	No	\$236,580	25.00

**Expected Results:**

Provide efficient and effective financial reporting and banking services, receive and disburse all funds in a timely and accurate manner, distribute aid to subdivisions as required by law, distribute shared revenue, receive and distribute court revenue, and manage the flow of deferred compensation funds from pay centers to administrator to assure prompt posting of funds.

**Outcome Measures:**

Analysis of FMS and STARS entries to reconcile account balances with the Comptroller General's office; monitoring increased use of electronic vendor payments and EFT payments, expansion of the procurement card program; monitoring increased use of electronic deposit system, monitoring accuracy and timeliness in recording deposits and reconciling bank accounts.

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**131 Investments**

Investments provides statewide investment services to state agencies and institutions through investment of all state funds, management of cash liquidity, cash flow, and collateral, and through management of a local government investment pool for municipalities, counties, and local districts of the state.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$827,938	\$133,113	\$0	No	\$694,825	14.00

**Expected Results:**

Provide professional investment services for all funds under management through efficient utilization of available resources, obtain the best return within prescribed parameters, while preserving capital, maintain adequate liquidity for cash flow needs, meet or exceed the budgetary earnings projection for the year, maintain adequate collateral to secure State funds deposited in financial institutions.

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**Outcome Measures:**

Analysis of rates of return earned on investments; comparison of investment performance to applicable benchmarks; monitoring of cash liquidity to meet cash flow needs; and monitoring of all deposits properly collateralized.

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**Agency:** E16 - State Treasurer**Functional Group:** Executive &  
Administrative**132 Debt Management**

Debt Management provides statewide debt management services for the State, its agencies and institutions by management of debt issues including debt structure and payments, communication with bond-rating agencies, and by ensuring compliance with legal requirements including Arbitrage Rebate and Constitutional Debt Limit.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$869,341	\$548,053	\$0	No	\$321,288	10.00

**Expected Results:**

Provide guidance to State Agencies and institutions in effectively managing debt; ensure debt service payments are processed accurately and timely; ensure the lowest rate of interest is paid on the debt; close all debt issues in a timely manner; and ensure the constitutional debt limit is not exceeded.

**Outcome Measures:**

Analysis of debt payment timeliness and accuracy; compliance with federal arbitrage requirements; analysis of yield comparisons for all general obligation debt; monitoring of bond closings' timeliness; monitoring of outstanding debt growth; and measurement of turn-around time on agency transaction requests.

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**Agency:** E16 - State Treasurer**Functional Group:** Executive &  
Administrative**133 Unclaimed Property Program**

Unclaimed Property Program provides a statewide service to the citizens of South Carolina by returning various forms of property or money to the rightful owners. General Fund Appropriation represents an allocation of IT costs among the Agency's major programs.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$1,582,665	\$288,680	\$0	No	\$1,293,985	12.00

**Expected Results:**

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Increase public awareness, promote services via the internet, increase the return of property, decrease the turnaround time on claim payments, and ensure compliance with the unclaimed property act.

**Outcome Measures:**

Analysis of number of claims paid to rightful owners; analysis of claim payment turnaround time; monitoring of television and newspaper marketing campaigns; and analysis of services utilized through the website.

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**134 South Carolina Tuition Prepayment Program / South Carolina College Investment Program**

South Carolina Tuition Prepayment Program (SCTPP) / South Carolina College Investment Program (Future Scholar) are college savings plans that allow families the option of saving now at great advantage for their children's college education.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$612,023	\$111,466	\$0	No	\$500,557	3.00

**Expected Results:**

Increase public awareness, increase program flexibility, expand services and participation by utilizing the internet and encouraging automatic draft payment options. Analyze cash flow expectations and review actuarial assumptions.

**Outcome Measures:**

Analysis of growth in the number of future scholar accounts and SCTPP accounts; increase in the number of accounts utilizing automatic draft; analysis of the website usage; and analysis of fund growth and yield.

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**135 Student Loans-Teachers**

Pursuant to the FY 05 Appropriations Act Part IA, Section 1, Subsection XI.F.3. Other Agencies and Entities, the State Treasurer's Office is to receive EIA funds from the Department of Revenue for the purpose of disbursing these funds to the SC Student Loan Corporation to fund student loans for teacher program.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$3,209,270	\$0	\$0	No	\$3,209,270	0.00

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**Expected Results:**

Pass through funds

**Outcome Measures:**

N/A

**Agency:** E16 - State Treasurer**Functional Group:** Executive &  
Administrative**136 Administration**

Administration provides executive leadership, strategic planning, policy development, budgeting and financial management services, procurement services, human resource management services and other related administrative services.

FY 2004-05					
Total	General Funds	Federal Funds	FM	Other Funds	FTEs
\$475,407	\$475,407	\$0	No	\$0	6.00

**Expected Results:**

Retain a well-trained knowledgeable work force, provide a safe and healthy environment, provide adequate resources to enable employees to efficiently and effectively carry out the mission of the agency

**Outcome Measures:**

Monitoring of financial resources; maintenance of accurate employee personnel and benefits transactions and records; assessments of staff development and training opportunities; monitoring accuracy and timeliness of vendor payments and financial report submissions.

## AGENCY TOTALS

*State Treasurer*

TOTAL AGENCY FUNDS	TOTAL GENERAL FUNDS	TOTAL FEDERAL FUNDS	TOTAL OTHER FUNDS	TOTAL FTEs
\$8,679,899	\$2,423,394	\$0	\$6,256,505	70.00